



BROWARD COUNTY HIV HEALTH SERVICES PLANNING COUNCIL

MEETING AGENDA

Thursday, December 13, 2012 at 9:00 A.M.

Samantha Kuryla, Chair

Brad Gammell, Vice Chair

Reminder: Meeting Attendance Confirmation Required at least 48 Hours Prior to Meeting Date

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. WELCOME AND PUBLIC RECORD REQUIREMENTS

- a. Review Meeting Ground Rules, Public Comment and Public Record Requirements
- b. Council Member and Guest Introductions
- c. Excused Absences and Appointment of Alternates
- d. Approval of 12/13/12 Meeting Agenda
- e. Approval of 8/23/12 Meeting Minutes

4. PUBLIC COMMENT (Up to 10 minutes)

5. FEDERAL LEGISLATIVE REPORT (Kareem Murphy) (HANDOUT A)

6. CONSENT ITEMS

Consent # 1	To recommend that Silvana Baner be added as a member of the Joint Planning Committee
Proposed by:	Joint Planning Committee

Consent # 2	To recommend that Psyche Doe be added as a member of the Joint Planning Committee
Proposed by:	Joint Planning Committee

Consent # 3	To recommend that Rosemarrie Williams be added as a member of the Membership/Council Development Committee
Proposed by:	Membership/Council Development Committee

Consent # 4	To recommend that Leroy Dyer be added as a member of the Joint Client/Community Relations Committee
Proposed by:	Joint Client/Community Relations Committee

Consent # 5	To recommend that Doretta Green be added as a member of the Joint Priorities Committee
Proposed by:	Joint Priorities Committee

HIVPC Agenda 12.13.12

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7. DISCUSSION ITEMS

Discussion # 1	To recommend approval of new Outcomes and Indicators for Mental Health Services (HANDOUTS B-1, B-2)
Justification:	Indicators should be based on every client’s improvement. Develop outcome that more accurately reflects improvement in retention
Proposed by:	Quality Management Committee

Discussion # 2	To recommend approval of new Outcomes and Indicators for Substance Abuse Services (HANDOUTS B-1, B-2)
Justification:	Indicators should be based on every client’s improvement. Develop outcome that more accurately reflects improvement in retention
Proposed by:	Quality Management Committee

Discussion # 3	To recommend approval of new Outcomes and Indicators for Legal Services (HANDOUTS B-1, B-2)
Justification:	Indicator increased based on Legal Services’ history of surpassing the original benchmark
Proposed by:	Quality Management Committee

Discussion # 4	To recommend approval of new Outcomes and Indicators for AIDS Pharmacy Assistance (HANDOUTS B-1, B-2)
Justification:	Develop outcome that more accurately reflects improvement in adherence and retention
Proposed by:	Quality Management Committee

Discussion # 5	To recommend approval of new Outcomes and Indicators for Medical Case Management Services (HANDOUTS B-1, B-2)
Justification:	Develop indicator that measures overall retention in care and does not rely on self-reported information
Proposed by:	Quality Management Committee

Discussion # 6	To recommend approval of new Outcomes and Indicators for Outreach Services (HANDOUTS B-1, B-2)
Justification:	Consider creating separate indicators for new clients and returning clients
Proposed by:	Quality Management Committee

Discussion # 7	To recommend approval of new Outcomes and Indicators for Food Bank Services (HANDOUTS B-1, B-2)
Justification:	Develop outcomes that reflect Food Bank’s impact on client health outcomes
Proposed by:	Quality Management Committee

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Discussion # 8	To recommend approval of new Outcomes and Indicators for Centralize Intake and Eligibility Services (HANDOUTS B-1, B-2)
Justification:	Clarify CIED responsibility for linkage to care, and develop indicator to measure CIED’s assistance, not actual receipt of benefits
Proposed by:	Quality Management Committee

8. SEPTEMBER, OCTOBER, NOVEMBER and DECEMBER COMMITTEE REPORTS

a. MEMBERSHIP/COUNCIL DEVELOPMENT COMMITTEE (MCDC)

September 6, 2012

Chair: H.B. Katz, Vice Chair: T. Wilson

An HIV+ guest reported having problems with housing, and was directed to agencies for help. The Committee noted the Council awaits agencies to recommend appointments for recent vacancies in mandated seats. Also, the Committee asked staff to check on efforts to contact the Seminole and Miccosukee tribes about the consumer/Native American seat. Also presented were the results of the HIVPC training survey, which found that Council members prefer training in By-Laws/Policies and Procedures. In a separate survey, JCCR members prefer training in Data on the Epidemic. After a discussion, Membership agreed to meet in October to develop the mandated annual training session to be conducted at the HIVPC retreat in January. In addition, members will develop a series of expanded training topics to be offered for the retreat or a different time. *Next Meeting:* October 4, 2012. *Agenda Items for Next Meeting:* Begin to Develop Plan for Conducting Training Session at HIVPC Retreat.

October 4, 2012

Chair: K. Creary, Vice Chair: T. Wilson

The new Chair welcome presided. The Committee made plans for the required annual training session for HIVPC Members, which would be conducted during the Council retreat in January. The Chair will ask the Executive Committee to reserve 90 minutes of the retreat for training. The topics are the Council’s legislatively mandated responsibilities, and a session on By-Laws, Robert’s Rules of Order and the Sunshine Law. Training materials were reviewed and potential presenters were identified. Also, the Committee recommended that the retreat agenda include a statistical update on the epidemic in Broward and a discussion of the goals of the National HIV/AIDS Strategy and Comprehensive Plan. Also, after noting a Member’s new job will not force him to leave his Council seat, the Committee agreed to review all categories of Council seats with the aim of drafting more-detailed descriptions of them. *Next Meeting:* November 1, 2012. *Agenda Items for Next Meeting:* Review Council seat categories; offer ideas on how MCDC can advance goals of NHAS; Update on Council training session.

November 1, 2012

Chair: K. Creary, Vice Chair: T. Wilson

The Committee reviewed vacancies and qualified applicants for the HIVPC, and sent no nominees to HIVPC. The Committee first wants to draft job descriptions for each mandated Council seat so



members know what is expected of them. Committee members said some Council members may not be contributing as much data and expertise as they could. The Committee reviewed a draft of job descriptions and will revisit at the next meeting. Also, the Committee decided that the best way it can help advance the goals of the National HIV/AIDS Strategy is with the job descriptions and its normal duties recruiting and training. Also, the group recommended a guest be approved as a new member of the Committee. *Next Meeting: January 3, 2013. Agenda Items for Next Meeting:* Discuss approving job descriptions for each mandated Council seat; review qualified HIVPC applicants; review updated work plan.

b. JOINT CLIENT COMMUNITY RELATIONS COMMITTEE (JCCR)
September 5, 2012 (Educational Session and Business Meeting at MODCO)

Part A Co-Chair: K. Creary, Part B Co-Chair: L. Washington

Members of the Committee led an educational session for approximately 25 HIV-positive residents of Mount Olive Development Corporation housing program. Dr. Ana Puga of Children's Diagnostic and Treatment Center made a presentation on "the importance of staying in medical care" and on "prevention for positives." Natasha Markman of CIED spoke and provided handouts detailing how to navigate the HIV health system. Chairs of JCCR and HIV Planning Council spoke about the need for PLWHAs to participate in the process. Residents in the audience asked numerous questions and made comments. Immediate response was positive. Upon completion, the JCCR convened a business meeting without quorum. Three MODCO residents attended and made comments. The Committee heard Part A and Part B reports and initiated planning for another educational session in the community. The Part B chair agreed to meet with the HIVPC vice chair to discuss future work plans. *Agenda Items for Next Meeting:* Standing Agenda Items, review of MODCO feedback surveys, plan for next event, invite HIVPC chair and/or vice chair to discuss work plans if needed. *Next Meeting Date:* Oct. 2 2012.

October 2, 2012

Part A Co-Chair: H.B. Katz, Part B Co-Chair: L. Washington

The Part B Co-Chair welcomed the new Part A Co-Chair. Both Chairs reported on the Joint Executive Committee retreat in September, which focused on how the Planning Council and its Committees can meet the three-year goals of National HIV/AIDS Strategy and 2012-15 Comprehensive Plan. The Co-Chairs asked each JCCR Member to come to the November meeting with ideas on what specific actions this Committee can take to help meet those goals, so the group can develop a new Work Plan to implement the ideas. Also, Members reviewed results of a survey of audience members who attended the educational session and Committee business meeting at Mount Olive Development Corp. last month. Audience satisfaction with the event was high. Also, staff gave a report on the Pride Center, which the Committee identified as a suggested location for the next such community event. The Part B Co-Chair suggested holding off action on the next event until after the Committee develops its new Work Plan. Also, staff asked Members to review and give feedback on the 2012 Client Survey once it is available to view online. *Agenda Items for Next Meeting:* Standing Agenda Items; develop new Work Plan; discuss plans for next community event. *Next Meeting Date:* November 13, 2012.

HIVPC Agenda 12.13.12

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November 13, 2012

The Committee had a wide-ranging discussion of actions that JCCR could take to help the Planning Council meet the three-year goals of National HIV/AIDS Strategy. A long list of suggestions emerged, including: Training JCCR members to educate the public on HIV, conducting more public seminars, making sure a certified HIV tester attends JCCR community seminars, and encouraging funding or aid for support groups to educate consumers. The list will be forwarded to the Executive Committee. Also, JCCR members agreed with a plan from the Chairs to hold one outreach or business meeting per quarter in the community in the evening, to educate the public. This would start in March. All other meetings would include a “hot topics” educational session for the JCCR members, starting in January. In addition, the Committee recommended that Leroy Dyer be made a JCCR member. *Agenda Items for Next Meeting:* Standing Agenda Items; discuss plans for first evening community event. *Next Meeting Date:* December 4, 2012.

December 4, 2012

The Committee reviewed a list of possible “hot topics” that could be presented at the first of its regularly scheduled evening meetings in the community, which will occur in March. The chosen topic: Eligibility for the Ryan White services offered under Part A and Part B, as well as eligibility for the Medicaid AIDS waiver program. Representatives of those organizations will be asked to be the guest speakers. The Committee asked staff for details on 3 possible locations for the meeting: ArtServe, Osswald Park and Central Broward Park. One will be chosen at the next meeting. Also, each member filled out a ranking of the relative importance of each Ryan White service, to give to Joint Priorities Committee for the 2013 allocations process. *Agenda Items for the Next Meeting:* Standing Agenda Items; choose location for first evening community event; ‘hot topic’. *Next Meeting Date:* January 8, 2013.

c. JOINT PLANNING COMMITTEE

September 10, 2012

Part A Co-Chair: K. Tomlinson, Part B Co-Chair: K. Saiswick

The Committee reviewed data submitted by Parts A, C and D that was requested by members, aiming to see how Broward compares to the goals of National HIV/AIDS Strategy and guidelines provided by the National Institute of Medicine. After discussion, the Committee decided it would request information recently provided by HHS to Parts B, C and D, to match Part A requirements. The Committee approved an initial draft of proposed questions for the 2012 Client Survey targeted to be completed by Dec. 31. HOPWA will be asked for an abbreviated list of questions to include, in order to demonstrate collaboration between Part A and HOPWA. At the October meeting, the Committee will review the final survey. It was proposed that the abbreviated survey be utilized in the community for Survey Years 2 and 3 and the extensive Client Survey be utilized on Year 1 and in focus groups. Ideally, the abbreviated survey would target people not in care, newly infected patients and those not adhering to care. *Agenda items for the next meeting:* Standing items, review 7 categories of data to be requested from Parts B-D, approve questions and details of client survey, discuss what service category to target for study in 2012. *Next Meeting Date:* Monday, October 8, 2012.

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October 8, 2012

Meeting canceled due to lack of quorum

November 5, 2012

Part A Co-Chair: Carl Roberson, Part B Co-Chair: Kim Saiswick

The Part B Chair welcomed the new Part A Chair. The Committee reviewed the 2012 Client Survey it had developed and that was approved by the Executive Committee. Also, Joint Planning members discussed seven data measures the federal Health and Human Services recommends be collected, and agreed to request that all the Ryan White Grantees supply the data. Their reports would be due by March or April, in time for the funding allocations process. The Part B Chair asked that an item be added to the agenda of the next Joint Executive Committee meeting to discuss requiring annual viral load results from all clients of Part A services, to help develop a Community Viral Load measure. Also, the Committee endorsed the Chairs suggestions on actions the Committee can take to advance the goals of the National HIV/AIDS Strategy, and added no additional actions. *Agenda items for the next meeting:* Update on Client Survey; report on prevention and routine testing. *Next Meeting Date:* Monday, December 10, 2012.

December 10, 2012

A Broward County Health Department representative briefed the Committee on a new HIV prevention campaign being prepared under a CDC high-impact grant. The campaign will employ, i) Increased testing in health care and non-health care settings, including encouraging routine testing by physicians, ii) Increased prevention for positives efforts, including more use of peer navigators, iii) Condom distribution in non-traditional locations and by community partners, and iv) Marketing and social media outreach to the public and activist groups. Also, the committee heard a progress report on the Client Survey, to be completed in December or January. Also, after a discussion, the Committee asked Joint Priorities to consider changing Ryan White eligibility to require an annual viral load report, and invited a health department representative to speak on measuring community viral load. *Agenda items for the next meeting:* Update on Client Survey and discussion of 2013 Needs Assessment; report on community viral load; discussion of 2013 work plan; results of oral health category study. *Next Meeting Date:* Monday, January 14, 2013.

d. LOCAL PHARMACY ADVISORY COMMITTEE (LPAC)

No September or October meeting

Next Meeting Date: To be determined

e. QUALITY MANAGEMENT COMMITTEE (QMC)

September 24, 2012

Guest Chair: B. Gammell, Vice Chair: C. Grant

The Committee reviewed data on Part A clients between the ages of 25-49 as a follow up to discussion regarding the retention needs of the aging population. It was noted the data did not indicate a need for an improvement project focused specifically on this age group. The

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Committee reviewed a National Quality Center (NQC) In+Care Campaign retention rates report summarizing data from all five submission dates. Additionally, the Committee was updated on the findings from a Medical Case Management (MCM) client-level Gap Measure analysis and the next steps being conducted by the MCM Network to address them. The Committee reviewed the revisions made to the Oral Health Care and Food Bank outcomes and indicators. Representatives from both service categories were present to provide the rationale for the revisions. The Food Bank outcome and indicators were approved by the Committee after discussion and a re-vote. The Oral Health Care outcome and indicator #1 were amended and approved; outcome and indicator #2 will be brought back to the QMC after further research is done. Review of the Comprehensive Plan and Annual QM work plan were tabled until the next meeting. The Committee was informed of the September 18 MCM training and the upcoming MCM resource fair. *Agenda Items for Next Meeting:* Standing Agenda Items, Update on Oral Health Care Outcome and Indicator Revisions, Update on 2012-2015 Comprehensive Plan Implications for QM Committee Work Plan, Review Annual QM Work Plan *Next Meeting Date:* October 15, 2012.

October 15, 2012

Guest Chair: B. Gammell, Vice Chair: C. Grant

The Committee reviewed and approved the Outreach Outcomes and Indicators as presented. Approval of one of two Oral Health Care Outcomes and Indicators is pending additional review. The Committee heard a summary presentation on the 2012-2015 Comprehensive Plan with a focus on incorporating the National HIV/AIDS Strategy (NHAS) goals into the Committee's annual work plans. It was noted that Chapter 4 of the Comprehensive Plan discusses monitoring and evaluation activities in detail and should be reviewed by members. The Committee emphasized the need to review data on a regular basis in order to monitor success towards achieving the NHAS goals. The Part A Grantee announced that the National Quality Center (NQC) has extended the In+Care Campaign to 2013; the EMA will continue its participation in the campaign. CQM Grantee and support staff will be traveling to a Central Florida Regional QI Group meeting facilitated by NQC on Thursday, October 25, 2012 to present on the EMA's participation in the campaign in terms of data programming, collection, and analysis. The Committee was asked to review a draft 2012 Client Survey Tool and direct questions, comments, or suggestions to staff by Tuesday, October 16, 2012 prior to presenting the survey at the Executive Committee meeting on Thursday, October 18, 2012. Staff announced the MCM Resource Fair scheduled for October 24, 2012 at Central Broward Regional Park. This fair is mandatory for all Ryan White case managers, peers, and supervisors, and HOPWA housing case managers. *Agenda Items for Next Meeting:* Standing Agenda Items, Update on Oral Health Care Outcome and Indicator Revisions, Development of Annual QM Committee Work Plan, Quarterly QI Network Update, NQC Retention Rates Report, Joint Planning Report *Next Meeting Date:* December 17, 2012.

November 19, 2012

Meeting Canceled per Grantee

f. JOINT PRIORITIES COMMITTEE / AD HOC PCIP (Pre-Existing Condition Insurance Plan) SUB-COMMITTEE

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September 19, 2012

No Meeting Scheduled for September 2012

October 17, 2012

Part A Co-Chair: C. Taylor-Bennett, Part B Co-Chair: Lisa Agate

The Committee discussed the use of Minority AIDS Initiative funding. Several members favored creating a more comprehensive strategy for how the money is used, to better target minority clients. Members asked if the peer-driven ARTAS program funded by MAI is effective; the Part A Grantee said the program is new and solid data would take time to collect. The Part A Co-Chair and others warned against rushing into action, because changes in MAI affect Part A. The Committee agreed to regularly look at data and revisit the subject. Also, the Committee reviewed the goals of the National HIV/AIDS Strategy and began discussing how it can help meet them. Next month, the group will make its list of specific actions to be added into the work plan, for review by the Executive Committee. *Agenda Items for Next Meeting:* Standing Agenda Items, NHAS Goals/Work Plan, review data regarding MAI. Also, members of the Pre-Existing Condition Insurance subcommittee set a meeting date of Nov. 15. *Next Meeting Date:* TBD.

November 19, 2012

The Committee reviewed the goals of the National HIV/AIDS Strategy and discussed how it can help meet them. Four specific actions were proposed: i) Look at funding a strategy to increase retention in care, possibly using peer navigators, ii) work with Quality Management to collect data on why clients fall out of care, and barriers that cause it, iii) work with Quality Management to collect data on health disparities among MSMs and minority clients, and look at funding an MAI pilot program to address the gaps, and iv) urge JCCR Committee to do outreach and education for clients. The list will be forwarded to the Executive Committee, to be added into a proposed work plan that will be brought back to Joint Priorities for review. Also, the Chair updated the group of the PCIP subcommittee. Also, the group reviewed preliminary viral load data from Part A and will revisit later and will revisit later when the figures are refined. The Committee also nominated Doretta Green to be a member of Joint Priorities. *Agenda Items for Next Meeting:* Standing Agenda Items, presentation on Affordable Care Act and Ryan White, update on PCIP, Assessment of Administrative Mechanism. *Next Meeting Date:* 12/19/12.

AD HOC PCIP (Pre-Existing Condition Insurance Plan) SUBCOMMITTEE

November 15, 2012

Chair: Y. Reed

In the absence of the Chair, the meeting was led by the Joint Priorities Part A Co-Chair. The subcommittee reviewed Joint Priorities' directives in order to determine how best to achieve its goals, the data needed for analysis, and the timeframe in which to accomplish said goals. The subcommittee reviewed the HRSA guidance on PCIP as well as a summary of the Monroe County PCIP pilot study. The subcommittee noted its responsibility is to provide recommendations for the ideal PCIP model for Broward County, determine how a PCIP model would operate within the local system of care, and ensure client input is included in developing the recommendations. The subcommittee requested the following data: 1) Cost per client from ADAP, 2) Schedule of benefits and costs comparison from Monroe County's plan, the two federal program PCIP plans, and Ryan

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White, 3) Data on ER visits that do NOT convert to admissions. Additionally, information will be requested from the state regarding its plans for PCIP expansion. The AHF representative was asked to provide a presentation on the Affordable Care Act (ACA). *Agenda Items for Next Meeting:* Standing Agenda Items, Review Cost Comparison for Monroe County PCIP, Federal PCIP Programs, and Ryan White, Develop Characteristic of an Ideal Plan, ACA presentation, Review 2011 Client Survey Findings *Next Meeting Date:* December 12, 2012.

AD HOC PCIP (Pre-Existing Condition Insurance Plan) SUBCOMMITTEE **December 12, 2012**

Meeting canceled due to lack of quorum

g. JOINT EXECUTIVE COMMITTEE **September 20, 2012 - Retreat**

Part A Chair: S. Kuryla, Part B Chair: K. Saiswick

The Planning Council Chair announced that the Chairs of Joint Client/Community Relations and Membership/Council Development committees had switched places, to solve an inadvertent By-Laws issue. The Executive group then held a half-day retreat to incorporate the goals of the National HIV/AIDS Strategy and 2012-15 Comprehensive Plan into practice in the Council's practical work. Facilitator Julia Hidalgo reviewed figures about Broward County's unchecked epidemic. She explained the goals: 1) Reducing new infections by 25% and reducing the HIV transmission rate by 30%; 2) Improving HIV Care (increase to 85% the number of newly diagnosed clients receiving clinical care within 3 months of diagnosis, increase to 80% the proportion of Ryan White clients in continuous care and increase to 86% the number of PLWHA in permanent housing), and 3) Reducing disparities (increase the number of gay and bisexual men, Blacks, and Latinos with undetectable viral loads by 20%). The Chairs of each Committee broke into groups and listed specific actions their Committees could take to make progress toward the goals. They will bring their ideas to their Committees and work them into their Work Plans. *Agenda Items for Next Meeting:* Standing Agenda Items, update from committees on progress toward incorporating the goals into their work. *Next Meeting:* November 15, 2012.

November 15, 2012

The Committee reviewed the lists of possible actions proposed by all the standing Committees on how they can advance the goals of the National HIV/AIDS Strategy. Many proposals are similar but many will help develop 2013 work plans for all the Committees. Proposed work plans will be brought back for Committee review in early 2013. Also, after a long discussion, the Executive members recommended that Quality Management Committee study a proposal to require that all clients must provide viral load numbers to be eligible for Ryan White services. Opinions varied widely on the proposal, which came from the Joint Planning Committee. Some members thought it would overly burden clients; some thought providers could handle it through the county data system. Also, members urged that the Planning Council work more closely with the county Health Department on collecting viral load data and on prevention efforts. The department's PROACT director briefed the Committee on the program. *Agenda Items for Next Meeting:* Standing Agenda Items, update from committees on progress toward incorporating the goals into their work. *Next Meeting:* Jan. 17, 2013.

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h. **PART A EXECUTIVE COMMITTEE**

August 31, 2012

Chair: S. Kuryla, Vice Chair: B. Gammell

The Chair led a discussion of the need for teamwork, cooperation and support among the Planning Council's committee chairs, to support the body's vision and goals as well as the Chair. Personal comments and cross-talk have caused tension during recent meetings, leading the Chair to say she would enforce Roberts Rules more closely to keep the debate on track. Members expressed support for her and discussed using a parliamentarian to help keep the meetings more business-like. Also, the Chair noted she learned the Joint Client/Community Relations Committee is required under the By-Laws to have an unaffiliated consumer as chair, but does not now have one. This was an apparent oversight in 2010. She and the Part A Grantee agreed to follow up with the JCCR Chair and Committee. *Agenda Items for Next Meeting: Retreat at Joint Executive. Next Meeting: Sept. 20, 2012.*

October 18, 2012

The group reviewed a draft of the 2012 Client Survey, which was presented because Joint Planning did not meet in October; the survey needed approval to begin so it can be completed by the target date of Dec. 31. A guest Council member suggested rewording questions and shortening the survey. After a discussion, the Committee agreed on wording changes and kept all questions on the written and online survey forms, with a goal of 1,100+ client responses like last year. Also, the Committee suggested altering or removing a By-Laws requirement that the Council hold 2-3 meetings per year off-site. By-Laws will discuss it. The Committee canceled the Oct. 25 Council meeting due to a light agenda (the November meeting is also canceled for Thanksgiving) and moved the next Council meeting to Dec. 13. Also, the Part A Grantee reported spending patterns indicate the EMA may have a carryover. His office is working with providers on expenses. At the Grantee's suggestion, the group agreed that the annual review of service category would be directed by Quality Management. *Agenda Items for Next Meeting: Standing agenda items; committee reports; Work Plan review. Next Meeting: Nov. 15, 2012.*

November 15, 2012

The Committee agreed to go forward with plans for an HIVPC retreat and scheduled it for Feb. 28, 2013. The preferred location is not available, so the group set the retreat for ArtServe and staff booked it. The training schedule and general subject matter to be covered were approved. Also, the Committee Chairs reported on their actions of the past month. The Membership Committee Chair asked the ad Hoc By-Laws Committee to remain active even after completing its work, in order to consider job descriptions for all Planning Council seats being developed by Membership. The By-Laws Chair said the group would take up the proposal after it is approved by the Council. The group canceled its December meeting, and approved the December calendar. *Agenda Items for Next Meeting: Standing agenda items; committee reports; Work Plan review; retreat update. Next Meeting: Jan. 17, 2013.*

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i. AD HOC BY-LAWS COMMITTEE
September 19, 2012

Chair: W. Spencer

The Chair convened the subcommittee’s initial meeting without quorum, for discussion purposes only. He expressed hope the subcommittee could complete its review in about five meetings through the end of the year, and submit recommended By-Laws updates to the HIV Planning Council in January. The group went through a list of potential By-laws issues to be considered, as submitted by Council Members and Committees. Another series of items submitted by others also was reviewed. Consensus for action was reached on many items, with others in need of more discussion. All the issues will be brought to the next meeting for possible action by the full subcommittee. More items may be added to the list later. *Agenda Items for Next Meeting: Review and act on proposed By-Laws changes. Next Meeting: October 11, 2012.*

October 11, 2012

The committee met with quorum for its second meeting. Several matters were discussed, including Attendance Policy issues, Joint Priorities name change to PSRA, protocol for addressing attendance non-compliance at Executive Committee, committee vice-chair role, reclassifying LPAC to a standing committee, restating definition of ‘unaffiliated consumer’ in each committees’ By-Laws, development of policy for noting By-Laws or Policy and Procedures violations, protocol following resignation of Council Chair or Vice-Chair as a result of a change in mandated seat, membership composition of MCDC, and HIVPC Chair and Vice-Chair terms. Each item was discussed at length and recommendations were made. These will be documented by staff and brought to the next meeting. The Chair asked staff to draft policy language for addressing By-Laws or Policy and Procedures violations. The committee chair is confident that final and formal recommendations will be brought to the HIVPC in January. *Agenda Items for Next Meeting: Review and Recommend By-Laws changes, Next Meeting Date: November 8, 2012.*

November 8, 2012

Meeting canceled per Chair and Grantee

December 12, 2012

Meeting canceled due to lack of quorum

9. GRANTEE REPORTS (up to 10 minutes)

- a) Part A
- b) Part B and ADAP (HANDOUT C)

10. OTHER REPORTS (up to 10 minutes)

- a) Part C
- b) Part D
- c) HOPWA

HIVPC Agenda 12.13.12

VISION: To ensure the delivery of high quality comprehensive HIV/AIDS services to low income and uninsured Broward County residents living with HIV, by providing a targeted, coordinated, cost-effective, sustainable, and client-centered system of care

MISSION: We direct and coordinate an effective response to the HIV epidemic in Broward County to ensure high quality, comprehensive care that positively impacts the health of individuals at all stages of illness. In so doing, we: Foster the substantive involvement of the HIV affected communities in assuring consumer satisfaction, identifying priority needs, and planning a responsive system of care
 Support local control of planning and service delivery, and build partnerships among service providers, community organizations, and federal, state, and municipal governments
 Monitor and report progress within the HIV continuum of care to ensure fiscal responsibility and increase community support and commitment



11. UNFINISHED BUSINESS

12. NEW BUSINESS

- a) Healthcare Reform Update

13. ANNOUNCEMENTS

14. PUBLIC COMMENT (Up to 10 minutes)

15. REQUEST FOR DATA

16. AGENDA ITEMS FOR NEXT MEETING: January 24, 2013 at 9:00 a.m. VENUE: BRHPC

17. ADJOURNMENT

HIVPC Agenda 12.13.12

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